

***REMINDER: This committee is advisory to the public safety committee. The purpose of this committee to determine goals and priorities including funding as we implement the Supreme Court Rule 68 (Court Security, Facilities and Staffing) Most funding will be done through Capitol Improvement Projects.***

Call to Order: The Courthouse Security Committee met Tuesday, September 10, 2024, in the County Board Room the Richland County Courthouse. Judge Lisa McDougal called the meeting to order at 8:33 am.

Present: Lisa McDougal (Circuit Court Judge), Veronica Olson-Court Reporter, Stacy Kleist (Clerk of Court) Sara Ehrhardt, (Chief Deputy Clerk of Court), Devon Rupnow (Jail Administrator), Clay Porter (Sheriff), Billy Jones (Chief of City Police), Jason Marshall (MIS), Jenifer Laue (Register in Probate/Judicial Assistant/Juvenile Clerk) Andrea Fields (Victim Witness Coordinator)

Jenifer Laue confirms the meeting Agenda was posted.

**Motion** to approve the March 12th and June 18th minutes by Stacy Kleist, second by Clay Porter. Motion carried.

**Incident Reports:** DA Harper states there was an incidence that took place last week and describes the incident. The incident report has been distributed to members of this group, including the County Administrator. It has also been sent to the Office of Court operations.

**Courtroom Security:** Devon reports that court security has implemented wandering for all entering the courtroom as well as a "No bags" policy for the courtroom. They are also collecting data concerning the number of people entering the courtroom with pocket knives and box cutters. There has been minimal push back from the public on the changes being made. Devon has been sending out the court security calendar.

**Stacy** stated that the WI Counties Association is working to try and get additional funding from the state for court security and facilities.

**Jason Marshall** commented on the installation of security cameras in the small courtroom, lobbies and jail.

**Signage outside the courtroom and upon entering the building is still being worked on:** Language should include: No bags including purses in the courtroom. Signs should be posted in English and in Spanish. A certified spanish interpreter should assist with creating the signs.

**Update on report from Tammy Johnson of Capital Police.** The full report has been sent to Candace and Venture Architects. Judge McDougal will continue to bring highlights on what could be implemented for this building.

**Kiosks:** It is being proposed that a Kiosk and tablet be added in each of the courtrooms. It may be possible to use something from the campus. It is hoped that court security could monitor camera's from each courtroom and the hallway. It appears that 2024 Capital Improvement Project (CIP) money is still available. A Decision on using Spillman needs to be made and clarification on access to electricity needs to be addressed.

**Venture Architects:** Future Agenda Item: Consider a Field trip to Trempealeau County. Based on the community comments, it is proposed to repurpose things to incorporate the sentimentality of pieces in the courthouse.

**Metal Detector:** The obstacle is cost not just for the metal detector but for staffing. Continued discussion on budgets and random or intermittent scanning. This has been submitted under CIP projects for 2025 but not yet approved by the board as of this meeting. Iowa County uses random scanning. Random use of a metal detector would give us additional data.

Judge McDougal comments it would be preferable if the county had a full time person who could rove the entire courthouse including at the entrance. Ideally, someone would man the metal detector and someone would be searching bags.

It was proposed that some members of this committee may want to speak at a county board meeting.

At this time, there is no way of notifying each office automatically of an emergency taking place in the building. Jason Marshall comments on a Mytel Revolution System; cost is an obstacle.

**Development of general court security:** Judge encourages people to read SCR 68. On page 10, it reads: SCR 68.07 Security: Personnel. (1) COURTROOM. There should be no fewer than two sworn officers in each courtroom and each court commissioner hearing room when court is in session. The judicial officer may expressly direct otherwise. (2) PUBLIC ENTRANCE STAFFING. The public entrance should be staffed by at least one armed sworn officer with access to law enforcement communications by radio, and other qualified court security officers as necessary. At least one sworn officer should be available to patrol the public areas and assist with public entrance staffing as needed.

**Motion to adjourn** by Clay Porter, Second by Devon Rupnow.  
Meeting adjourned.

**Next meeting date:** December 3, 2024 at 8:30 am

**Agenda Items:**

- Update on installation of cameras
- Update on electricity assessibility, installing kiosks and purchase of tablets for Court Security.
- Decision on equipment and using Spillman for the tablets